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Guide for authors of the Netherlands Journal of Geosciences / Geologie en Mijnbouw

Revised 19-March-2003

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- 2 Manuscripts will be handled in two formats: a) Short Communications, not exceeding 3 printed pages, and b) Regular Papers. preferably not exceeding 8 pages
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- 8 Manuscripts should generally be organized in the following order: (1) title; (2) name(s) of the author(s); (3) the author(s) affiliation(s) and e-mail address(es); in the case of more than one author, please, indicate to whom the correspondence should be addressed; (4) abstract; (5) keywords (in alphabetical order); (6) introduction; (7) methods and materials; (8) results and analyses; (9) discussion and conclusions; (10) acknowledgements; (11) references (according to the format detailed below); (12) appendices (if any; their use should be restricted to a minimum); (13) tables; (14) figure and table captions; (15) figures.

The Editors reserve the right of returning a manuscript to the author for revision prior to the review procedure if it is not in the form given in this guide.

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All references cited in the text are to be listed in the reference list (and vice versa). The manuscript should be carefully checked to ensure that the spellings of authors' names and publication years are exactly the same in the text as in the reference list. Do not type anything in bold or italics. Do not abbreviate journal titles. Refer in the text to the author's name (without initials) and year of publication: 'as suggested earlier (Smith, 1999)' or 'as suggested by Smith (1999) and Johnson & Petersen (2000)'. If reference is made to publications written by more than two authors, the name of the first author should be used, followed by 'et al.'. This indication should, however, never be used in the list of references: all names of authors and all co-authors must be given in full in the list.

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- 2 Books: names and initials of all authors, year. Title of the book. Publisher (location of publisher): page numbers.
 - Example: Brodzikowski, K. & Van Loon, A.J., 1991. Glacigenic sediments. Elsevier Science Publishers (Amsterdam): 674 pp.
- 3 Edited volume papers: names and initials of all authors, year. Title of paper. *In:* Names and initials of the volume editors: title of the edited volume. Publisher (location of publisher): first and last page numbers of the paper. *Example:* De Jong, J.D. & Maarleveld, G.C., 1983. The glacial history of the Netherlands. *In:* Ehlers, J. (ed.): Glacial deposits in North-West Europe. Balkema (Rotterdam): 353-356.

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